

OPTION 2 - EDG 4410 FINAL PROJECT

Filling out the Presentation Proposal Form

NOTE: Some of the information on the form is based on you actually submitting the proposal to present at the HAPPY Hour Student Showcase. Although you will not actually be submitting this proposal, I want you to get familiar with some of the steps involved in presenting at a conference/showcase.

The directions below pertain to your completion of the form for the EDG 4410 final project. If you eventually want to submit this for consideration for presenting at the Showcase, you may need to make some changes to the information you provide.

1. The topic you chose to present must relate to classroom management in some way. Brainstorm either by yourself or with peers what you would like to present. What might your peers be most interested in? What can they benefit most from? As you decide upon a topic, take into consideration:
 - Can it be realistically and enjoyably taught to an audience within the time frame you are allotted?
 - Does it allow for the audience to be actively engaged in the demonstration? (if you have enough time to do this)
2. Fill out the presenter information. For the purpose of this assignment, it doesn't matter who fills in the main presenter information.
3. Select 30 minutes as the time needed for the presentation. (In actuality, you will be allotted only 5-10 minutes per person in your presentation group.)
4. In answer to the question "If additional time slots are available, would you be interested in presenting more than once?" check "No."
5. If you will be presenting with other students, please provide their names and requested contact information. If not, leave this section blank.
6. When writing the title of your presentation, try to develop a catchy title that also captures the essence/topic of your presentation. In an actual showcase/conference, participants often make decisions to attend a presentation based on whether or not the title captures their attention.

Below is a sample title of a workshop I (Dr. Verkler) have conducted:

For a workshop on grouping strategies: *"How do I group thee? Let me count the ways."*

7. Provide a description of your session. The description is to be 75 words or less. This description, which serves to advertise your presentation, would normally be included in a conference/showcase program. This description serves to "sell" your presentation to conference participants, so you want it to be catchy and inviting. Include expressions such as "participants will be actively engaged" (if that is indeed true, of course), "hands-on participation," "participants will receive a comprehensive handout," "interactive activities," and words that indicate fun, entertainment, enjoyment, etc.

Below is an example of a catchy presentation description that is 75 words or less (key words are bolded):

For the workshop on grouping strategies: *"How do I group thee? Let me count the ways."*

*Want to keep your students **smiling, involved, and begging for more**? Learn how to create a positive learning environment through **creative, interactive grouping strategies**. Workshop participants **will be actively involved** during most of the presentation, as the presenter utilizes them in demonstrating how to group students in **humorous and innovative ways**. Participants will **receive a comprehensive handout** of grouping modes and cooperative activities.*

8. Indicate the audience to whom your presentation will be directed. Is it more appropriate for elementary majors, secondary majors, etc.?
9. For the room needs, select "tables and chairs for group work" since that is how our classroom is set up.
10. Indicate the equipment you will need. Our classroom has all of the listed equipment.
11. For the video clip question, check "No."
12. For the questions about a faculty mentor and faculty feedback, leave them blank.